

Cemetery Trustees  
December 3, 2012

Present: Geraldine Plotts, Mary Blank, Linda Russell, Patricia Little

October and November minutes reviewed. Clarifications were made to the October 1, 2012 minutes to reflect that there was \$4903 in the West Yard Trust Fund and that only the income of \$2,900 was available for the repair of the toppled headstones in the West Yard Cemetery. A correction was made to indicate that Mary was setting pink ribbons to indicate the monument restorations by John Clegg. The November 13, 2012 set of minutes was clarified to indicate that it was expected that reimbursement checks from the Internal Revenue Service were expected at the end of November or early December. On motion by Patty, voted unanimously to accept the October and November minutes, as corrected.

Condition of Cemeteries

Roxanne reported that other than a few tattered flags, the Village Cemetery looked fine. No reports were offered for the West Yard Cemetery or the Early Settler's Cemetery.

Perpetual Care

Mary reported that the mowings in 2012 were slightly reduced from the previous year. There are 967 cemetery plots with 222 plots covered with perpetual care. Mary distributed a chart that reflected the budgeted amounts for mowings versus the actuals. A check in the amount of \$606.14 would be issued to the Town to cover those mowings covered by perpetual care.

Inventory of Assets

Mary indicated that all Town Departments have been requested to provide an inventory of their assets with replacement costs. Mary reviewed the asset inventory on behalf of the Cemetery Trustees.

Wooden Crosses

Mary reminded the Trustees that one of the wooden crosses had deteriorated and was removed during the fall cleanup. A letter would be prepared for the descendant's family to advise them that the cemetery regulations had been amended several years ago which required permanent monuments. Although the remaining wooden cross would remain, the letter would indicate that the family would need to consider a permanent monument if they intended to replace the wooden cross. Patty offered to write the letter. Mary will supply contact information for the family.

990T update

Mary reported that the Trustees received 1.02 as interest since October 2011 for the Common Trust, which was withheld by Oppenheimer. The original amount withheld and the interest paid by the IRS was transferred to Advantage Savings. This interest withheld by Oppenheimer had already been included in the MS10 of 2011.

### Mowing Proposals and Cemetery Budget

Patty prepared invitations for cemetery mowings for Mary's signature. The Trustees would review the mowing proposals at their January meeting. The Trustees will also be preparing their annual budget at the January meeting.

### Cemetery Trustees Appointment

Mary reported that Jan Lane had agreed to replace Patty as a Cemetery Trustee for the remainder of her term which would expire December 2014. Either Jan could attend the meetings informally until the Election for the remaining term would occur or a formal appointment of Jan could be made in the interim. Patty indicated that she would prepare the annual report and prepare the letter regarding the white cross before leaving office at the end of the month. All original files would also be turned over to Mary.

Respectfully Submitted,

Patricia A. Little  
Secretary